To

 The Divisional Railway Manager

 CKP Div S E Railway

 Through proper channel

Subject – Application for inter division transfer i.e. from CKP Division to Ranchi Division

Sir,

 With due respect and humble submission, I beg to state your honor the few following lines for kind Consideration and Favorable order please.

 My father is an old retired Railway servant. He retired as SR Train Manager Ranchi Division on year 2018.

 That my old and ailing parents are residing at my native place. I am the only caring son of my parents and look after them properly.

 I beg to apply for my transfer from CKP Division to Ranchi Division.

 That I shall accept the bottom Seniority if transferred as per Extend rule.

 Therefore I requested you to consider my appeal and necessary order of my transfer may please be issue by your good self.

 For this kindness I shall remain ever grateful to you.

 Thanking you Sir

 You’re faithfully

Place -

Date - Name - MD IRSHAD

 Designation - PM-B

 Department- OPTG

 Office - CYM/JSG

 HRMS ID - WUALXD